

Public Safety Building Committee

January 30, 2020

Attending: Michael Herbert, Joe Magnani, Steve Mitchell, Keith Robie, Vin Alfano, Paul Carpenter, Joe Richardson

Guests: Jeff Thurber, Dennis Giombetti, Janet Slemenda, and Jon Lemieux

Michael Herbert opened the meeting at 9:00 AM.

Janet Slemenda and Jon Lemieux explained that the timeline is very tight. HKT has some concerns about the entrance and exit location to ensure that the fire apparatus can safely access the site.

Jon Lemieux reviewed the timeline (document attached). Jon explained that HKT has agreed that the timeline is aggressive but reasonable. Jon explained that the Community Forums are placeholders, actual dates will be determined. The group reviewed the timeline and agreed to move forward with the proposed timeline, which puts the funding request on a ballot and town meeting in December.

HKT is planning to submit the first concepts to the committee during the week of the 2/10. Vertex recommends meeting three times during the schematic design phase. After the review process an estimator will review the project and provide an estimate of construction costs. Once the Town has this information the first community forum will be scheduled.

Vertex is going to coordinate the next the building committee meeting for the week of Feb 10<sup>th</sup>.

The Committee agreed that the police and fire chiefs will continue to work on a presentation.

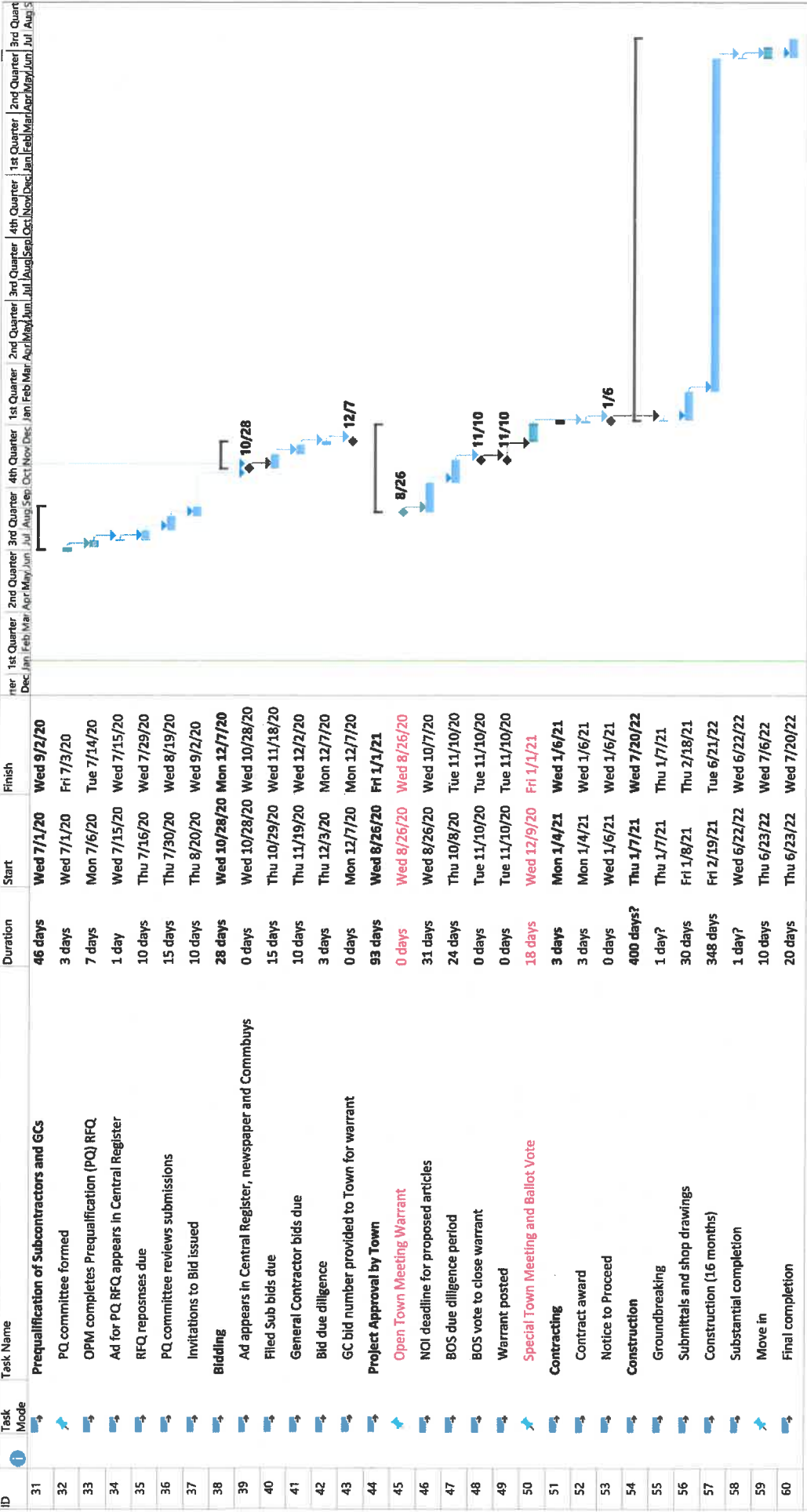
Additionally the committee agreed that it would be helpful to create a smaller project team. Steve Mitchell moves to create a project team consisting of Michael Herbert, Jenn Ball, Steve Mitchell, Joe Magnani, Keith Robie, Vin Alfano, and Jeff Thurber. Paul Carpenter and Joe Richardson will also be included when needed. Vin Alfano seconded. The motion passed unanimously.

Steve Mitchell moved to adjourn the meeting. This motion was seconded by Joe Magnani. The motion passed unanimously.

Materials included: Proposed Timeline

**Materials:**

Project Timeline, Vertex Company, dated 1/21/20



**The WEINSTEK Companies, Inc.**  
 Project: Ashland Public Safety - DRAFT - 012120  
 Date: Tue 1/21/20

Task Split Milestone Summary

Project Summary Inactive Task Inactive Milestone Inactive Summary

Manual Task Duration-only Manual Summary Rollup Manual Summary

Start-only Finish-only External Tasks External Milestone

Deadline Progress Manual Progress





ID	Task Mode	Task Name	Start	Finish	Duration	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
31	Task	<b>Prequalification of Subcontractors and GCs</b>	Wed 7/1/20	Wed 9/2/20	46 days								
32	Task	PQ committee formed	Wed 7/1/20	Fri 7/3/20	3 days								
33	Task	OPM completes Prequalification (PQ) RFQ	Mon 7/6/20	Tue 7/14/20	7 days								
34	Task	Ad for PQ RFQ appears in Central Register	Wed 7/15/20	Wed 7/15/20	1 day								
35	Task	RFQ reposts due	Thu 7/16/20	Wed 7/29/20	10 days								
36	Task	PQ committee reviews submissions	Thu 7/30/20	Wed 8/19/20	15 days								
37	Task	Invitations to Bid issued	Thu 8/20/20	Wed 9/2/20	10 days								
38	Task	<b>Bidding</b>	Wed 10/28/20	Mon 12/7/20	28 days								
39	Task	Ad appears in Central Register, newspaper and Commbuys	Wed 10/28/20	Wed 10/28/20	0 days								
40	Task	Filed Sub bids due	Thu 10/29/20	Wed 11/18/20	15 days								
41	Task	General Contractor bids due	Thu 11/19/20	Wed 12/2/20	10 days								
42	Task	Bid due diligence	Thu 12/3/20	Mon 12/7/20	3 days								
43	Task	GC bid number provided to Town for warrant	Mon 12/7/20	Mon 12/7/20	0 days								
44	Task	<b>Project Approval by Town</b>	Wed 8/26/20	Fri 1/1/21	93 days								
45	Task	<b>Open Town Meeting Warrant</b>	Wed 8/26/20	Wed 8/26/20	0 days								
46	Task	NOI deadline for proposed articles	Wed 8/26/20	Wed 10/7/20	31 days								
47	Task	BOS due diligence period	Thu 10/8/20	Tue 11/10/20	24 days								
48	Task	BOS vote to close warrant	Tue 11/10/20	Tue 11/10/20	0 days								
49	Task	Warrant posted	Tue 11/10/20	Tue 11/10/20	0 days								
50	Task	<b>Special Town Meeting and Ballot Vote</b>	Wed 12/9/20	Fri 1/1/21	18 days								
51	Task	<b>Contracting</b>	Mon 1/4/21	Wed 1/6/21	3 days								
52	Task	Contract award	Mon 1/4/21	Wed 1/6/21	3 days								
53	Task	Notice to Proceed	Wed 1/6/21	Wed 1/6/21	0 days								
54	Task	<b>Construction</b>	Thu 1/7/21	Wed 7/20/22	400 days?								
55	Task	Groundbreaking	Thu 1/7/21	Thu 1/7/21	1 day?								
56	Task	Submittals and shop drawings	Fri 1/8/21	Thu 2/18/21	30 days								
57	Task	Construction (16 months)	Fri 2/19/21	Tue 6/21/22	348 days								
58	Task	Substantial completion	Wed 6/22/22	Wed 6/22/22	1 day?								
59	Task	Move in	Thu 6/23/22	Wed 7/6/22	10 days								
60	Task	Final completion	Thu 6/23/22	Wed 7/20/22	20 days								

**The WHEATBOX Companies, Inc.**  
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